

# **GROUND RULES**

## **CERTIFICATE OF NEED TASK FORCE AND TECHNICAL ADVISORY COMMITTEE**

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- Challenge the process and recommendations to focus on ‘cost, access, and quality’
- Working to complete project activities that will meet identified project timeframes
- Every team member’s opinion is valuable and deserves to be heard, respecting difference of opinion and styles of communication
- Team decision-making will be reached by consensus when possible and timely
- Minimize cross talk, practice active listening
- Arrive to meetings on time
- Stay on track, keep focus – follow agenda outline unless consensus reached to modify
- Emphasize and encourage the exchange of ideas throughout discussions
- Encourage risk taking by thinking ‘outside the box’ from a global perspective
- Complete assignments and/or tasks within specified timeframe
- Be actively engaged in discussions by attending meetings consistently
- Make decisions, recommendations, and direction for benefit of the overall project
- Start and end meetings as scheduled, respecting team member time
- Trust each other to behave with integrity and to operate in a way to support the mission of the teams
- Team members will relate openly, honestly, and timely on any issues that would potentially impact the performance of teams and/or the outcomes